

**Minutes**  
**Approved**  
**PRESIDENT'S COUNCIL**  
**September 24, 2003**

**PRESENT:**

President F. Ann Millner  
Vice President Norm Tarbox  
Interim Provost Kathleen Lukken  
Vice President Anand K. Dyal-Chand  
Vice President Vicki Gorrell  
CIO Don Gardner  
JoAnne Robinson

**EXCUSED:**

Forrest Crawford

**GUEST:**

Kathleen Miller

- |                           |   |
|---------------------------|---|
| Minutes                   | 1. The meeting convened at 9:00 a.m.  |
| Consent Calendar          | 2. The minutes from the September 3 and September 10, 2003, meetings were approved with changes.  |
| Academic Calendars        | 3. There were no Consent Calendar items:  |
| ACTION                    | 4. Kathleen Lukken presented proposed academic calendars for 2004-2005 and 2005-2006 for approval.<br><br>President's Council approved the proposed calendars with a change to October 15 for Fall Break in 2004.   |
| PPM 6-1, Residency        | 5. Kathleen Lukken reported that the proposed changes to PPM 6-1 would bring Weber State into compliance with statute. Faculty Senate will review the policy and it will be brought back to President's Council   |
| Purchasing Policy Package | 6. VP Tarbox informed President's Council that the Dean's Council had reviewed and approved the proposed changes to the purchasing policies.  |
| ACTION                    | President's Council recommended approval of the following policies to be taken to the Board of Trustees in October:<br><br>PPM 5-11, Reimbursement for Petty Cash<br>PPM 5-25b, Requisition Preparation and Processing<br>PPM 5-25d, Restricted Purchase and Special Procurement<br>PPM 5-25e, Solicitation of Bids, Proposals and the Award of Procurement Contracts<br>PPM 5-32, Travel |
| Medical Benefits Update   | 7. VP Tarbox reviewed preliminary benefit data. The medical benefits committee is currently soliciting input from the campus.   |

**Minutes - President's Council**

**September 24, 2003**

Rental Waiver  
Request

8. VP Tarbox reported he had received a request for rent-free use of the Dee Event Center.

ACTION

Inasmuch as one waiver has already been approved for the Dee Events Center this year, the request was denied.

Administrative  
Standing Committees

9. President's Council reviewed revisions to the current list of standing committees

ACTION

The Administrative Standing Committees were approved with the exception of the Affirmative Action Advisory Committee and the Environmental Task Force.

Wildcard

10. VP Dyal-Chand reported that a number of groups with connections to Weber State University have been receiving Wildcards. President's Council approved the continued distribution of the new Wildcards to those groups.

Audit Schedule

11. Kathleen Miller presented the proposed schedule of audits for 2003-2004.

ACTION

President's Council approved the schedule with requested changes.

Next Meetings

12. The next meetings of President's Council will be as follows:

|        |                             |          |            |
|--------|-----------------------------|----------|------------|
| Sep 24 | 9:00 - 11:30 am             | Business | Board Room |
| Oct 1  | Big Sky President's Council |          |            |
| Oct 8  | 9:00 - 11:30 am             | Issues   | Board Room |
| Oct 15 | 8:00 - 11:30 am             | Business | Board Room |

Adjourn

13. The meeting adjourned at 10:45 a.m.